



STATE OF NEVADA
OFFICE OF THE STATE TREASURER

UNCLASSIFIED POSITION ANNOUNCEMENT
Senior Deputy State Treasurer
Office of the State Treasurer
October 9, 2017

SPECIAL NOTIFICATION

This position is exempt from the provisions of State of Nevada classified service. Selection shall be made by, and the incumbent shall serve at the pleasure of the Nevada State Treasurer.

DUTY STATION

Carson City, State Capitol Building

POSITION SUMMARY

The Senior Deputy Treasurer for Northern Nevada is responsible for coordinating the Treasurer's Office budget preparation in conjunction with the Chief of Staff, Chief Deputy Treasurer, and the Cash Management Deputy and oversight of the Cash Management and Debt Management Divisions of the Treasurer's Office. This position will manage and oversee a variety of special projects which may include coordinating regulation amendments, Attorney General Opinion requests and other office projects, as needed. The position will work in conjunction with the Deputy of Cash Management regarding contract negotiation and vendor relationship management. A full listing of the duties is available upon request.

QUALIFICATIONS

Candidate must have earned a four year college degree from an accredited college or university with a major in business or public administration, finance, or a related field; or have at least five years' executive management experience which includes state budget oversight, investment knowledge and experience, contract negotiation and procedures, and staff supervision; or have an appropriate combination of education and experience. In addition, the incumbent must possess a broad knowledge of generally accepted management practices; the ability to interpret and apply laws, regulations, rules, and policies; and the ability to prepare and present oral and written recommendations and plans. Government financial and budgeting experience is preferred. Incumbent would be part of the senior management team of the Office of the State Treasurer.

CARSON CITY OFFICE

State Treasurer
101 N. Carson Street, Suite 4
Carson City, Nevada 89701-4786
(775) 684-5600 Telephone
(775) 684-5623 Fax

STATE TREASURER PROGRAMS

Millennium Scholarship Program
Nevada Prepaid Tuition Program
Unclaimed Property
Upromise College Fund 529 Plan

LAS VEGAS OFFICE

555 E. Washington Avenue, Suite 4600
Las Vegas, Nevada 89101-1074
(702) 486-2025 Telephone
(702) 486-3246 Fax

SALARY

Up to \$114,032 maximum salary* (Salary range reflects retirement contributions by both the employee and employer. An employer paid contribution plan is also available with a reduced gross salary). A comprehensive benefit package is offered by the State of Nevada (<http://dop.nv.gov/fsbenes.html>) as well.

TO APPLY

Resumes will be accepted through November 3, 2017. Qualified applicants will be interviewed on a first come, first served basis. Hiring may occur before the November 3 deadline for submission of a resume. Please submit a resume to:

Office of the State Treasurer
Tara Hagan, Chief Deputy
101 N. Carson Street, Suite 4
Carson City, NV 89701
Phone (775) 684-5753
trhagan@nevadatreasurer.gov

The State of Nevada is an Equal Opportunity Employer. Employee reference checks will be conducted, which may include a review of documentation related to job performance.